



The Random House Group

## UK Corporate Social Responsibility Policy

### **Introduction**

The Random House Group is the leading consumer books publisher in the UK with subsidiary companies in Australia, New Zealand, South Africa and India. It is part of the worldwide Random House Inc, the largest English language publisher in the world.

Random House Publishing Group is a division of Bertelsmann AG, an international media corporation

The Random House Group Values inform what we do and how we work:

- Creative publishing that enriches everyone's life
- To be Britain's leading publisher, the publisher of choice for authors, agents, booksellers and staff
- To be a profitable publisher, consistently growing turnover and profitability, with integrity in all business relationships
- Creative integrity and autonomy – the independence of our publishing divisions and imprints
- Creative diversity – we publish a unique range of books across our companies and imprints
- We love our heritage but we back new writers too. We encourage a love of reading in new generations
- Above all we value innovation and creative risk taking

We are committed to ensuring that our business practice reflects rigorous ethical, professional and legal standards.

Our goal is to provide our customers with a quality service characterized by care, professionalism and integrity

### **Purpose**

The purpose of the policy is to communicate what we mean by corporate social responsibility and to provide a reference point to guide employees and business partners on the values which drive the conduct of our business and relationships with the world in which we operate.

### **Responsibilities**

We acknowledge that our ethical, environmental and social conduct impacts on our reputation as a corporate entity. We take our corporate social responsibilities (CSR) seriously and are committed to developing and embedding our policies to ensure that we address all aspects of CSR that are relevant to our business; these include good ethical behavior,

employees, health and safety, business partners, care for the environment and community involvement.

Responsibility for CSR rests with the Board and Executive Committee while day-to-day management is the responsibility of the Group CSR Committee, chaired by our CEO, Gail Rebeck, and composed of representatives from the various Group companies.

#### **Key CSR issues:**

- ***Environment***

As detailed in our Environment plan, we are committed to a programme of management, continuous improvement and reporting of our direct and indirect impacts to minimize the influence that we have on the environment. Our main areas of focus are to reduce our carbon emissions, to increase the level of recycling and sustainable paper procurement.

In Jan 2006 we were the first book publishing house in the world to gain FSC chain-of-custody accreditation.

*Please read our Group Suppliers Environment policy for further information. (Add link)*

*Also our 3-year Environment plan (Add link) and our Paper Procurement Policy (Add link)*

- ***Employees***

We aim to attract, retain and motivate the highest caliber of employees and encourage individuality and initiative. We also aim to be the employer of choice and are committed to providing personal development and equality of opportunity, without unlawful or unfair discrimination, in a happy work environment.

We are one of the first publishers to work with the Arts Council, England on their *decibel* project aimed at improving the number of minority ethnic groups employed within the arts.

*We are in the process of enhancing our Employee policy.*

- ***Community***

We strive to be a good corporate citizen recognizing our responsibility to work in partnership with the communities in which we operate. Our policy is to support charities and local community initiatives, especially those relating to children and literacy. We also sponsor a number of literacy initiatives, literary prizes and Festivals including the TS Eliot Prize, Forward Prize, the Koestler Foundation, the Harrogate Crime Festival, the Anna Politkovskaya Lecture (in association with PEN) and Book Trust.

In addition to on-going charitable activities we have set-up an initiative whereby each year staff in London are asked to select a charity of their choice on which they can focus their fundraising activities. All funding raised by the staff is matched by the company. For 2006/7 the selected charity was *MSF*. For 2007/2008 the staff charity will be *Kids Company*.

*Please read our Group Community policy for further information (Add link)*

- ***Suppliers***

Our suppliers are our partners and we work with them to help us achieve our requirements for the delivery of our products and services.

We are a member of PRELIMS (publishers resolution for ethical international manufacturing standards), a UK group set-up to work for the adoption of a uniform social accountability standard to help ensure that books and book-plus products are ethically produced.

*Please read our Group Suppliers policy for further information (Add link)*

- **Health and safety**

Health and safety issues are also a priority for all The Random House Group business operations. We are committed to providing a working environment that is safe and fit for the intended purpose.

*Please read our Group Health & Safety policy for further information (Add link)*

### **Communication**

We understand that it is important to maintain a productive and open dialogue with all those who have an interest in our activities including our customers, suppliers and employees.

We strive to do this via our Induction programme for new joiners as well as by our staff intranet , our CEO's newsletter, our company web site and during routine business discussions

This policy is a 'living' document, it will be reviewed annually and we encourage feedback and welcome communication from all interested parties.

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